

Memorandum



TO: Distribution List

FROM: Bryan Tippie, Budget Director

DATE: March 8, 2002

Re: Minutes of the February 20, 2002 Finance Committee Meeting

Committee Members present: Joe Winkelmann and Harry Atherton

The Finance Committee met on February 20, 2002, at 2:30 p.m. in the 4th Floor Conference Room of the Court and Office Building. This document reflects the official minutes of that meeting.

Treasurer's Report: Joe Winkelmann presented the Treasurer's Report for the Finance Committee's consideration.

County Attorney Report: The County Attorney's Report on that Office's efforts in collecting delinquent taxes was submitted in the agenda packets.

Supplemental Appropriations:

The following supplemental appropriations were approved for forwarding to the Board of Supervisors for their consideration unless otherwise noted.

1. School Division

Not Approved. \$27,248 from the General Government's Contingency Reserve was requested for the cost of start-up computer equipment for E-government for the School Board. Mrs. Broni Lambelet, School Board member, relayed that a few years ago the Board of Supervisors indicated they would support purchasing laptop computers for the School Board. After review of the type of equipment to purchase, the School Board identified computer hardware items costing \$27,248. After consideration, the Finance Committee directed the request, without a recommendation, be presented to the full Board of Supervisors for a decision at their April 2002 meeting.

2. Sheriff's Office

- a. \$21,883 was approved for appropriation from State funds for Live Scan computerized finger printing equipment.
- b. A local match of \$16,873 was also approved for appropriation for the Live Scan equipment and \$38,527 for two (2) undercover vehicles from Prior Year Carryover/Fund Balance.
- c. \$559 for appropriation from the National Sheriff's Association for Highway Safety Seat Belt Grant was approved.

3. Commonwealth Attorney

State funding of \$5,780 was requested and approved for appropriation for computer equipment.

4. Community Development

\$18,557 was approved for appropriation from Community Development fees for a refund of fees paid for a Comprehensive Plan amendment.

5. Social Services

\$35,000 for the Healthy Families Program and \$25,000 for Bright Stars At Risk Childrens Program was requested and approved for appropriation from State funding.

6. Parks and Recreation

\$15,665 in projected fees was requested and approved for funding Parks and Recreation to operate recreation programs at Lake Brittle.

Reallocations:

1. Budget Office

\$16,000 was approved to be transferred within the CIP to support fiber optic cabling of 320 Hospital Hill. Funding was from appropriations supporting the administrative move to Hospital Hill.

2. Emergency Services

- a. \$22,500 was approved to be transferred from the Fire and Rescue Capital Outlay to Uniforms and Wearing Apparel for fire suits (turnout coats and bunker pants).
- b. \$22,000 was also approved to be transferred from the Length of Service Award line item to Uniforms and Wearing Apparel for the purchase of additional fire suits.

3. School Division

A total of \$86,000 was approved to be transferred within the CIP for the Coleman Elementary School roof replacement; \$66,000 was from the Fauquier High School Construction Contingency account and \$20,000 from a Boiler Replacement account.

Comments:

1. Finance Department

John Tuohy presented the health insurance report indicating current year expenses are similar to the favorable trend of the past two years. Based on this situation and forecasting for FY 2003, the County Administrator's Proposed Budget does not include an increase in funding. However, to

mitigate the growth in health care costs, some adjustments in coverage will be recommended.

2. Budget Office

- a. A public hearing will be held March 18, 2002 for the FY 2001 carryover of \$2,395,163 for Construction Reserves. Based on the FY 2001 Comprehensive Annual Financial Report (CAFR), the School Division Construction Reserve is \$863,929 and the General County Government Construction Reserve is \$1,531,234.
- b. \$8,698 for printing a Home Owners Guide to Emergency Preparedness, approved by the Board of Supervisors, was identified to be charged to the Emergency Services Operations element of the Fire and Rescue Fund.

2. Parks and Recreation

Authorization to release the balance of the Sports Complex CIP Funds was approved. These funds will be used for acquisition and design of the southern complex, maintenance facility construction at the complexes and to begin facility infrastructure as plans are approved.